

**LUNENBURG DPW BUILDING COMMITTEE
TOWN OF LUNENBURG**

David MacDonald, Chair
Joanna Bilotta, Vice-Chair
Jay Simeone, Clk.
James Breault, Mbr.
Janice Carrier, Mbr.
Steve deBettencourt, Mbr.
Leigh Mezzetti, Mbr.



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OCT 26 2011

**LUNENBURG TOWN
CLERK OFFICE**

Minutes

**February 3, 2011
Ritter Building Lower Conference Room
960 Massachusetts Ave
Lunenburg, Ma. 01462**

Meeting Posted: Yes
Meeting Call to order at 5:10 pm

Roll Call: Present: Dave MacDonald, Jay Simeone, James Breault, Jan Carrier, Steve deBettencourt. Leigh Mezzetti, Joanna Bilotta
Jan Carrier left early.

Absent: Jack Rodriquez – DPW Director

Guest: Gregg Yanchenko of HKA Architects, Kerry Spidel – TM

Motion to approve minutes of 1-21-11, as written. Approved.

GENERAL DISCUSSION:

Gregg submitted his HKA version of the minutes from 1-21-11.

Chair updated the committee on his meeting with Unitil Electric Co. regarding rebates for new lights.

HKA meeting with Unitil Electric Co.: Unitil stated that of the two poles out at the street, one is condemned. Unitil is recommending running a new electric service underground from the street to the building, and install a new meter box on the front of the building. HKA recommends letting General Contractor work with electrician to install new building electric service from meter box to Master panel. New electric service is to run overhead inside building from meter box to utility room at the rear of the building where existing Master panel is.

Temporary power will be needed during the service change over, and during construction.

Unitil to install new gas line to meter bar and new meter.

Town to patch pavement for utility trench after construction.

Motion sensors on the lights were discussed again. Committee recommends motion sensors for the garage area as this area is unoccupied most of time. Gregg agrees. Unitil also offers rebates for sensors and lights.

Rebates for instant on gas water heater.

Building Inspector Mike Savageau liked the building plans. The plans must satisfy Fire Chief.

The Chairman and Gregg to meet with Fire Chief and Building Insp. To review the plans.

Budget figure is still at \$1.1 million

Well Flow test: The Pump Co. came and looked at the well pump. Do to the age of the pump and controls, which appear to be from the 1970's, The Pump Co., did not want to disturb the pump. They are coming back on Friday to do the Flow test with external hoses. Flow test must be done for before Fire Dept. will consider a waiver for sprinkler system.

Review of septic system. Internal drains will empty into a 2500 gallon containment tank.

Review of Vehicle Maintenance garage: Keep the side garage door. Delete the tool room and office.

Re-locate existing side post lift to maintenance garage.

Break room. To have a Micro wave and cook top. No stove

Mechanical system: Gas fired Unit heaters cost estimated @ \$5K ea.

Inferred Gas heaters estimated @ \$200 per lineal ft. for Mechanics garage.

HKA estimated heating cost @ \$23K Per year.

5 ton HVAC unit for office area.

Update building with CAT6E data wiring

IT wiring to be included with building electric.

Roof replacement of existing garage to be listed as alternate deduct #2. The existing garage roof may need some repair after the old heating appliances are removed. Ideally, replacing the roof would be the best option, but may not be possible, depending on building cost.

Front Building Canopy over the office entrance is alternate deduct #1. The front canopy has to be structurally designed and integrated into the new building. It would not be cost effective or practical to install after the building is built.

The painting scope limited to office area only. Painting of exterior of building to be done by after the building in complete. The may be able to have this done by the Shirley MCI prisoners for just the cost of the paint.

Soil borings for building foundation: To be outsourced by the Town. Cost estimate @ \$3-4K.

Septic Soil testing; owner supplied fill by the Town

Front end bidding docs were reviewed and OK'd by Town Manager and Laura Williams, Procurement officer.

HKA Structural engineer was questioning if the plans need to be reviewed by the Planning Board and Conservation Commission. The plans will be sent to each Dept. during bidding process as a courtesy.

Proposed project time line:

2-22-11 for Central Register by HKA. Bid add to be advertised for 3-2-11

3-16-11 Pre bid walk thru

3-24-11 for receipt of sub bids

4-7-11 for receipt of General bids

4-25-11 to commence construction

9-25-11 Construction complete

DPW personnel and equipment will need to vacate office area during construction.

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The project will be done in two phases. The first phase to be the new addition and the office core. The second phase to be the renovation of the existing garage.

Final review of the plans for air drops, phone, and welder plugs locations

Meeting with BOS is scheduled for 2-8-11

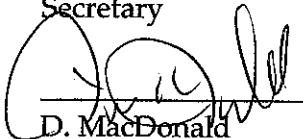
Next Meeting Date: TBD

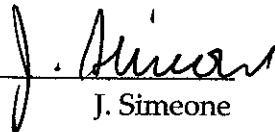
Motion to adjourn at 7:20 pm.

Respectfully Submitted by:

Jay Simeone

Secretary


D. MacDonald


J. Simeone

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